

Fall Statewide Assessment Participation Guidelines for Grades 2-8

Fall 2009 NECAP and School Year 2009-2010 NH-Alt

Elementary/Middle School Students who Must Test

All* *NH public elementary/middle school students*, regardless of placement, are required (except as noted below) to participate in each content area of the statewide assessment at the elementary/middle school level. as follows:

- **Grade-Level Assessment (NECAP):**
 - Unless a student meets participation criteria for the alternate assessment based on alternate achievement standards, he or she must participate in the grade-level NECAP academic assessment. A student is assessed with the fall grade-level NECAP in reading and mathematics each year that he or she is in any grade 3 through 8 (as reported in the BOY (Beginning of Year) file) and in writing each year he or she is in grade 5 or 8 (as reported in the BOY file).
- **Alternate Assessment (NH-Alternate):**
 - A NH student who meets the participation criteria for NH-Alternate Assessment must complete a year-long portfolio in reading and mathematics each year she or he is in any grade 2 through 7 (as reported in the BOY file) and in writing each year she or he is in either grade 4 or 7 (as reported in the BOY file).
 - A NH student who meets the participation criteria for NH-Alternate Assessment must complete a year-long portfolio in science each year she or he is in grade 4 or 8 (as reported in the BOY file).
- **Students in the court system**, unless incarcerated as an adult, must participate.
- **Students who repeat a grade** that is included in the statewide assessment must participate.
- **Students in elementary/middle school alternative programs** must participate.
- **Foreign Exchange Students:** Foreign exchange students (enrollment status 11) must participate.

Assessment Timing: NECAP and NH-Alternate tests measure student progress in learning academic content learned during grades 2-7 for reading and mathematics, grades 4 & 7 for writing, and grades 4 & 8 for science. The assessments are completed at different times during the year. NECAP reading, mathematics and writing tests are given during a 3 week window at the beginning of the following school year. In contrast, both NECAP Science and NH-Alt assessments are given during the year that material is being taught. NH-Alternate Assessment portfolio work samples in all content areas are collected throughout the school year in classrooms as the students are learning the material. NECAP science testing is conducted during a 3 week window each May.

All* Except for cases listed below, *All* NH public elementary/middle school students* is defined as all students who are enrolled in any NH public school, public academy, or public program, including students attending public alternate and off -site programs; all students who have been placed by any NH district in any non-public or private schools (both in-state and out-of-state); and all students who have been placed by any NH district in any out-of-state public school or academy. These students are identified in the BOY file with an enrollment status of 1, 2, 3, 5, 6, 8, 9, or 11.

Exceptions - Students who are Not Required to Participate in Certain Assessments:

- **NH-Alt students who completed a portfolio in May 2009:** Students who submitted a May 2009 NH-Alt Portfolio should not be tested with the Fall 2009 NECAP. (They may participate on a trial basis.)
- **First Year LEP:** First year LEP students who have been in US schools less than one year (enrolled in US School after October 1, 2008) are exempt from the Reading and Writing tests only.
- **Students with State Approved Special Considerations (e.g. Medical Exemptions):** These students are exempt from those content areas identified in the written approval by the NH DoE Director of Assessment.
- **NECAP Students who Enroll After October 1:** NECAP students who enroll from anywhere other than a NH district after October 1 do not need to be tested. (NECAP Students who enroll from another NH district should complete testing.)

Participation Grades 2-8

NH Department of Education ~ September 4, 2009

- **NH-Alt students who Enrolled After February 1, 2009:** Students qualifying for NH-Alt who enroll after February 1 of a school year from anywhere other than a NH publicly funded placement begin their portfolio process at the beginning of the following school year. Districts must notify the NH DoE Director of Assessment by October 1 whenever this happens. (NH-Alt portfolios are always submitted by the school the student was attending at the time of NH-Alt registration, usually in March.)
- **NECAP Students who Withdraw During NECAP Test Window:** NECAP students who withdraw prior to finishing testing do not need to finish testing at that location. (For NECAP students, withdrawal status **must** be bubbled on the student's answer booklet). If the student then enrolls in another NH or district, the receiving district should administer the remainder of the test.
- **NH-Alt students who Withdraw During NH-Alt Test Window**
 - **Prior to on-line registration:** Portfolios should be transferred with the student to their new school. If the student transfers to a NH publicly funded placement, the receiving district should register the student, complete and submit the portfolio in May. If the student transfers to placement that is not publically funded by NH, then the portfolio is not submitted to NH for scoring and reporting.
 - **After student has been registered:** Portfolio should be retained by the registering school, and should be completed to the extent possible and submitted in May.
- Students **adjudicated and incarcerated as an adult in the NH prison system** do not need to be tested.
- **Enrolled Out-of-State:** Students placed out-of-state by the district who participate in the receiving state's assessment and accountability system should not be tested. (Districts must report these students to the NH DoE Director of Assessment no later than October 1 for the fall NECAP and March 31 for the NH-Alt.)
- **Home Schooled Students:** Home schooled students may, but do not have to, be tested. Participation in NECAP is at the parent's discretion. This applies to students that are fully home schooled (not appearing in BOY file), and those home schooled students who are participating in funded activities at the school (enrollment status 4 in the BOY file).

Additional participation guidance is available on the following topics at:

<http://www.ed.state.nh.us/education/doe/organization/curriculum/AssessmentUpdates.htm>

- State Approved Special Considerations (SASC) form
- Making Decisions about Student Participation in Assessment with Accommodations
- Who Qualifies for Participation in NH-Alt Assessment?
- Transitioning Students Between NH-Alt and NECAP

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